

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
28000 MARGUERITE PARKWAY  
MISSION VIEJO, CALIFORNIA 92692

MEETING OF THE BOARD OF TRUSTEES

FEBRUARY 17, 1997

LIBRARY BUILDING, SADDLEBACK COLLEGE

**CALL TO ORDER: 4:00 P.M.**

**ADJOURN TO CLOSED SESSION (AFTER PUBLIC COMMENTS): 5:00 P.M.**

**RECONVENE OPEN SESSION: 7:00 P.M.**

AGENDA

CALL TO ORDER (LIBRARY 105): 4:00 P.M.

PUBLIC EMPLOYEE PROPOSED DISCIPLINE (OPEN/CLOSED SESSION):  
4:00 P.M. - 5:00 P.M.

PUBLIC COMMENTS: 5:00 P.M.

Members of the public may address the board on items listed below to be discussed in closed session. **Speakers are limited to three minutes each.**

ADJOURN TO CLOSED SESSION (LIBRARY 105A) FOR DISCUSSION OF THE FOLLOWING:

Labor Negotiations with Represented and  
Unrepresented Employees (GC 54957.6)  
Public Employee Appointment, Employment, Evaluation  
of Performance, Discipline, Dismissal (GC 54957)  
Renewal of Educational Administrator Contracts (GC54957):  
Vice Presidents, Deans, Assistant Deans, Directors  
(with 1998 contract expiration date)  
Pending Litigation (GC 54956.9):  
Bauer v. Board of Trustees, Case No. 781203  
Bauer v. Board of Trustees, Case No. 784311  
Real Property Negotiations (54956.8):  
City of Mission Viejo/Baseball

**RECONVENE OPEN SESSION (LIBRARY 105) - 7:00 P.M.**

PLEDGE OF ALLEGIANCE

Led by Trustee Frogue

INVOCATION

Led by Trustee Lorch

APPROVAL OF AGENDA

ACTION

MINUTES OF PREVIOUS MEETINGS

ACTION

Regular Meeting of December 8, 1997

Regular Meeting of January 20, 1997

ACTIONS TAKEN IN CLOSED SESSION

PRESENTATIONS AND INTRODUCTION OF GUESTS

Resolution: Coach William Cunerty

PUBLIC COMMENTS

Members of the public may address the board on any item **on the agenda** at this time or during consideration of the item. **Speakers are limited to three minutes each.** Items **not on the agenda** that are within the subject matter jurisdiction of the board may be addressed at the conclusion of the meeting.

CONSENT CALENDAR

1. CONSENT CALENDAR

ACTION

Designated items will be recommended for action as indicated.

GENERAL

2. 1997-98 ACADEMIC CALENDAR REVISION

ACTION

It is recommended that the board approve the revision to the 1997-98 Academic Calendar by beginning the 1998 summer session on Tuesday, May 26, 1998, and moving the faculty contractual duty days to April 7 and 8, 1998, during the 1998 spring break.

3. COLLEGE FOUNDATION ASSISTANT DIRECTORS ACTION

It is recommended that the board approve the addition of College Foundation Assistant Directors for both Irvine Valley College Foundation and Saddleback College Foundation.

4. SPRING 1998 EMERITUS INSTITUTE GUEST LECTURES ACTION

It is recommended that the board approve the Emeritus Institute guest speakers and honoraria as outlined for Spring 1998.

5. IRVINE VALLEY COLLEGE: GRANT ACCEPTANCE ACTION

It is recommended that the board accept the award of funds in the amount of \$130,032 and approve the attached program activities for Spring 1998 for the Center for Applied Competitive Technologies grant, as well as travel lodging, and registration expenses up to \$3,000 for non-district personnel to attend workshops and conferences.

6. SADDLEBACK COLLEGE: GRANT ACCEPTANCES ACTION

It is recommended that the board accept the award of funding from the State Chancellor's Office for the following grant projects:

a. INDUSTRY DRIVEN REGIONAL EDUCATION AND TRAINING COLLABORATIVE

in the amount of \$250,000.

b. REGIONAL HEALTH OCCUPATION RESOURCE CENTER

in the amount of \$166,800.

INSTRUCTION AND STUDENT SERVICES

7. SADDLEBACK COLLEGE/IRVINE VALLEY COLLEGE: ACTION  
FACULTY HIRING FOR 1998-99

It is recommended that the board approve the announcement of and recruitment for ten full-time faculty positions, contingent upon funding, for:

- a. SADDLEBACK COLLEGE
- b. IRVINE VALLEY COLLEGE

8. IRVINE VALLEY COLLEGE: AMERICORPS HONORARIA ACTION

It is recommended that the board approve honoraria in the amount of \$2,350 for those individuals listed to conduct workshops and provide agency liaison through the AmeriCorps Project.

9. IRVINE VALLEY COLLEGE: TRAVEL EXPENSES FOR VISTA ACTION  
VOLUNTEER

It is recommended that the board approve expenditures through the AmeriCorps budget for the travel costs incurred by the Program's VISTA volunteer throughout the duration of the grant.

10. IRVINE VALLEY COLLEGE: COLLEGE MISSION INFORMATION  
STATEMENT

The revised IVC Mission Statement is provided for the board's information.

11. IRVINE VALLEY COLLEGE: COMMUNITY EDUCATION, ACTION  
SPRING, 1998

It is recommended that the board approve the IVC Community Education programs and presenters' compensation for the 1998 spring session.

12. IRVINE VALLEY COLLEGE: STUDENT PARTICIPATION IN EOPS CONFERENCE ACTION

It is recommended that the board approve the participation of two students in the annual EOPS Student Leadership Institute March 19-20 for an expenditure of \$300 per student.

13. IRVINE VALLEY COLLEGE: EDUCATIONAL SERVICES AGREEMENTS ACTION

It is recommended that the board approve Educational Services Agreements, and associated Independent Contractor's Agreement if applicable, with:

- a. MOTOROLA MOS 10

for IVC to provide Train-the Trainer, Statistical Process Control, and Problem Solving training for a fee of \$180 per hour.

- b. 3M SURGICAL

for IVC to provide Electronic Construction Techniques training for a fee of \$180 per hour.

- c. MEDTRONIC HEART VALVES, INC.

for IVC to provide Production and Inventory Control training for the sum of \$1,925 per person.

- d. IRVINE UNIFIED SCHOOL DISTRICT

for an IVC faculty member to provide four college math classes at Irvine High School and Woodbridge High School for a total of \$16,420.

14. IRVINE VALLEY COLLEGE: MUSIC DEPARTMENT CONCERTS FOR SPRING 1998 ACTION

It is recommended that the board approve the expenditures for IVC Music Department's concerts scheduled during the spring 1998 semester in the amount of \$12,700.

15. IRVINE VALLEY COLLEGE: RATIFICATION OF INSTITUTIONAL MEMBERSHIP ACTION

It is recommended that the board ratify approval of this institutional membership for the 1997-98 school year.

16. IRVINE VALLEY COLLEGE: CONSULTANT AGREEMENT ACTION

It is recommended that the board approve the expenditure of \$1,000 each for the consultants, Christine King and Steve Beck, to meet the obligations as site teachers of their respective high schools of the Tech Prep Local Consortia Project, Phase VI.

17. IRVINE VALLEY COLLEGE: CONFERENCE ATTENDANCE ACTION

It is recommended that the board approve payment for travel, lodging, etc., for non-district personnel to attend the Fourth Annual Statewide Tech Prep California Career Pathways Consortia Conference February 22-24 for an amount not to exceed \$3,500.

18. IRVINE VALLEY COLLEGE: TECHNOLOGY CAREERS OPPORTUNITY DAY ACTION

It is recommended that the board approve expenditures not to exceed \$3,000 for the Technology Careers Opportunity Day at IVC on February 18.

19. IRVINE VALLEY COLLEGE: WORKSHOPS ACTION

It is recommended that the board approve the workshops listed for an amount not to exceed \$7,000 for the Curriculum and Professional Development in Business Education Program.

20. SADDLEBACK COLLEGE: MEMBERSHIPS FOR HONORS PROGRAM ACTION

It is recommended that the board approve the memberships for the Saddleback College Honors Program.

21. SADDLEBACK COLLEGE: CHILD DEVELOPMENT TRAINING CONSORTIUM ACTION

It is recommended that the board approve the participation of Saddleback College in the Child Development Training Consortium with Yosemite Community College District.

22. SADDLEBACK COLLEGE: GUEST SPEAKER HONORARIA ACTION

It is recommended that the board approve payment of honoraria to:

- a. INDIVIDUALS LISTED

in the total amount of \$2,725 to present a series of recitals, lectures, and master classes during spring semester 1998.

- b. ELIZABETH STYFFE

in the amount of \$200 for her presentation on march 13 to the Nursing Program N 151 Nursing Process students.

23. SADDLEBACK COLLEGE: ANGELS' FUNDRAISING EVENT ACTION

It is recommended that the board approve the following items associated with the Angel-sponsored Casino Night on February 28, 1998:

- a. PROMOTIONAL LICENSE AGREEMENT

with the Mission Viejo Mall Merchant's Association to hold the event at the Mall's Center Court.

- b. GUEST ARTIST CONTRACT

with Norman Major to provide the Norman Major Big Band for a fee not to exceed \$2,500.

- c. AGREEMENT

with R & R Entertainment, Inc., to provide gaming tables and dealers for a fee not to exceed \$2,500.

24. SADDLEBACK COLLEGE: MUSICIANS FOR SPRING MUSICAL HONORARIA ACTION

It is recommended that the board approve honoraria for payment to the musicians listed for their performance of *Big River* March 13-22.

25. SADDLEBACK COLLEGE: STUDENT CERTIFICATES OF ACHIEVEMENT ACTION

It is recommended that the board approve the granting of certificates to the students listed.

26. SADDLEBACK COLLEGE: GUEST SPEAKERS ACTION

It is recommended that the board approve the request for the following guest speakers:

- a. INDIVIDUALS LISTED

for their participation in the Third Party Political Forum, a panel discussion, on March 25.

- b. WILLIAM E. HOLSTON

for his presentation as Commencement Speaker on May 22.

- c. CURT VISCA

for his presentation during KinderCaminata on March 20.

27. SADDLEBACK COLLEGE: STUDENT OUT-OF-STATE TRAVEL ACTION

It is recommended that the board approve the requests listed for advisors' and students' travel out-of-state.



FACILITIES

28. SOCCCD: CONTRACT FOR MANAGEMENT OF GOLF DRIVING RANGE ACTION

It is recommended that the board award a contract to manage the Saddleback Golf Driving Range to Donovan Bros. Golf, Inc., for three years with two optional one-year terms.

29. IRVINE VALLEY COLLEGE: DEDICATE SEWER EASEMENT ACTION

It is recommended that the board adopt Resolution 98-14 to dedicate an easement at IVC to the Irvine Ranch Water District.

30. SADDLEBACK COLLEGE: APPROVE ENGINEERING DESIGN SERVICES FOR FINE ARTS THEATRE PROJECT ACTION

It is recommended that the board enter into an agreement with Moraes/Pham & Associates to provide engineering design services for the Fine Arts Theatre HVAC System for an amount not to exceed \$12,000.

BUSINESS/FISCAL

31. MONTHLY FINANCIAL STATUS REPORT INFORMATION

Data on trends and the district's financial position is provided for the board's review.

32. QUARTERLY INVESTMENT FINANCIAL REPORT INFORMATION

The Quarterly Investment Report for the quarter ending December 31, 1997, is provided for the board's review.

33. 1998-99 TAX AND REVENUE NOTES ACTION

It is recommended that the board adopt Resolution 98-15 authorizing the issuance of TRANS and authorize the Vice Chancellor, Fiscal Services, or Director, Business Services, to execute related documents.

34. APPLICATION FOR INTERIM LEASE, TUSTIN MARINE CORPS AIR STATION ACTION

It is recommended that the board approve filing an application for interim lease with the City of Tustin for use of specific facilities at the Tustin MCAS effective March 15, 1998.

35. IRVINE VALLEY COLLEGE: AWARD OF BID ACTION

It is recommended that the board award Bid 220 for Multimedia Video Servers to Hybred Industries, Inc.

36. TRANSFER OF BUDGET APPROPRIATIONS ACTION

It is recommended that the board approve/ratify transfers of appropriations as delineated.

37. BUDGET AMENDMENTS ACTION

It is recommended that the board adopt the following resolutions:

- a. RESOLUTION 98-05, 1997-98 SCHEDULED MAINTENANCE PROGRAM

to amend the 1997-98 Capital Outlay Budget by \$1,012,518.

- b. RESOLUTION 98-07, IVC/SC DISABLED STUDENTS PROGRAM AND SERVICES

to amend the 1997-98 General Fund Restricted Budget by a total of \$83,857.

- c. RESOLUTION 98-08, IVC/SC EXTENDED OPPORTUNITIES PROGRAM AND SERVICES

to amend the 1997-98 General Fund Restricted Budget by a total of \$6,683.

- d. RESOLUTION 98-09, SC CAREGIVER PROGRAM

to amend the 1997-98 General Fund Restricted Budget by \$30,000.

e. RESOLUTION 98-11, IVC ASILOMAR FUND AND IVC PROFESSIONAL DEVELOPMENT

to amend the 1997-98 General Fund Restricted Budget by a total of \$27,000.

f. RESOLUTION 98-13, IVC/SC MATRICULATION

to amend the 1997-98 General Fund Restricted Budget by a total of \$159,999.

38. PURCHASE ORDERS ACTION

It is recommended that the board approve purchase orders 74947 and 75220 totaling \$519,419.03.

39. PAYMENT OF BILLS ACTION

It is recommended that the board approve checks 89038 through 89613 totaling \$1,072,527.91; credit card purchases totaling \$11,607.57; Saddleback College Community Education checks 3650 through 3658 totaling \$4,570.71; and IVC Community Education checks 5003 through 5038 totaling \$51,718.53.

40. APPOINTMENT OF SECRETARY, BOARD OF TRUSTEES ACTION

It is recommended that the board appoint Kathleen O'Connell Hodge to the office of secretary until commencement of employment of the permanent Chancellor at which time the permanent Chancellor will serve as secretary.

41. AUTHORIZATION OF PAYMENT TO TRUSTEE ABSENT FROM BOARD MEETING ACTION

It is recommended that the board adopt Resolution 98-10 authorizing payment to Student Trustee Travis who was absent from the January 20, 1998, board meeting.

42. APPROVAL OF TRUSTEES' REQUESTS TO ATTEND CONFERENCES AND LOCAL MILEAGE REIMBURSEMENT ACTION

It is recommended that the board approve the trustees' requests for travel and local mileage reimbursement.

CONSULTATION ON STATEWIDE ISSUES

SPECIAL REPORTS

43. REPORTS

INFORMATION

Section 54954.2(a) of the Ralph M. Brown Act states that "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities." **Speakers are limited to five minutes each.**

1. Board Members' Reports
2. Student Government Reports
  - Associated Student Government of Saddleback College
  - Associated Students of Irvine Valley College
3. Academic Senates' Reports
  - Saddleback College Academic Senate
  - Irvine Valley College Academic Senate
4. Faculty Association Report
5. California School Employees Association Report
6. Classified Senates'/Council's Reports
  - Saddleback College Classified Senate
  - Irvine Valley College Classified Senate
  - District Classified Council
7. Presidents' Reports
  - Saddleback College President
  - Irvine Valley College President
8. Chancellor's Report

PERSONNEL

44. ACADEMIC EMPLOYMENT AND STATUS CHANGES ACTION

It is recommended that the board approve the submitted academic personnel actions.

45. CLASSIFIED EMPLOYMENT AND STATUS CHANGES ACTION

It is recommended that the board approve the submitted classified personnel actions.

GIFTS TO THE DISTRICT

46. GIFTS ACTION

It is recommended that the board accept the following gifts: 53 textbooks as listed on Attachment 1 to be added to Library collection, donated by David G. Isaacs to IVC; various electronic equipment to be used by Electronic Technology student for troubleshooting and spare parts, donated by Juan Carlos Echeandia to Saddleback College; various novels, scripts, etc., to be used for Oral Interpretation classes and the Reader's Theatre, donated by C. Messner to Saddleback College; glass flasks, surgical gloves, and other items to be used for solution mixing and storage, supplies replacement, and will support Micro and Biological support area in preparation for labs, donated by Nader Bigdeli to Saddleback College; various pieces of clothing, jewelry, etc. as listed in Attachment 2 to be used in upcoming Theatre Arts productions and associated classes, donated by Jeff Showalter to Saddleback College; various pieces of women's clothing as listed in Attachment 3 to be used in upcoming Theatre Arts productions and associated classes, donated by Marcia Ainsworth to Saddleback College; and various pieces of women's and children's clothing as listed in Attachment 4 to be used in upcoming Theatre Arts productions and associated classes, donated by Sandy Rancilio to Saddleback College

CORRESPONDENCE

47. CORRESPONDENCE INFORMATION

PUBLIC COMMENTS

Members of the public may address the board on any **item not on the agenda** that is within the subject matter jurisdiction of the board. **Speakers are limited to three minutes each.**

CONTINUATION OF CLOSED SESSION IF REQUIRED

ADJOURNMENT

dm

ADDITIONAL ITEMS

48. SOCCCD EXECUTIVE HIRING PROCEDURES

REVIEW/STUDY

It is recommended that the board accept for review and study the proposed Employment Procedures for Executive Positions as indicated.

49. BOARD POLICY REVISION: BP 4201.5, LONGEVITY PAY FOR CLASSIFIED MANAGEMENT, SUPERVISORY, AND CONFIDENTIAL PERSONNEL

REVIEW/STUDY

It is recommended that the board accept for review and study the revisions to Board Policy 4201.5, Longevity Pay for Classified Management, Supervisory, and Confidential Personnel as indicated.

ADDITIONAL ITEMS

48. SOCCCD EXECUTIVE HIRING PROCEDURES REVIEW/STUDY

It is recommended that the board accept for review and study the proposed Employment Procedures for Executive Positions as indicated.

49. BOARD POLICY REVISION: BP 4201.5, LONGEVITY PAY FOR CLASSIFIED MANAGEMENT, SUPERVISORY, AND CONFIDENTIAL PERSONNEL REVIEW/STUDY

It is recommended that the board accept for review and study the revisions to Board Policy 4201.5, Longevity Pay for Classified Management, Supervisory, and Confidential Personnel, as indicated.

50. ADMINISTRATIVE ORGANIZATION ACTION

It is recommended that the board approve the proposed amendments to the administrator organization model as indicated.

51. SOCCCD: RESOLUTION TO IMPLEMENT THE STRS "GOLDEN HANDSHAKE" FOR THE 1997-98 FISCALYEAR ACTION

Since the board approved the retirement incentive program, it is recommended that the board also approve Resolution 98-17 in order to implement the STRS "Golden Handshake" program.

52. SOCCCD: RESOLUTION TO IMPLEMENT THE PERS "GOLDEN HANDSHAKE" FOR THE 1997-98 AND 1998-99 FISCAL YEARS ACTION

Since the board may approve the retirement incentive program, it is recommended that the board also approve Resolution 98-18 in order to implement the PERS "Golden Handshake" program.



53. EMERGENCY HIRE AND CONSULTANT CONTRACT FOR ACTION  
VICE CHANCELLOR, FISCAL SERVICES

It is recommended that the board declare an emergency to fill the Vice Chancellor, Fiscal Services, position on an interim basis.

54. EMERGENCY HIRE AND CONSULTANT CONTRACT FOR ACTION  
VICE PRESIDENT, INSTRUCTION, SADDLEBACK COLLEGE

It is recommended that the board declare an emergency to fill the Vice President, Instruction, position at Saddleback College on an interim basis.